



Recreation Specialist

Announcement # ANAC-10-015

Salary: \$19.50 - \$24.00 per hour Series/Grade: NF 0188 03

Naval District Washington - Fleet and Family Readiness Program

Department of the Navy Non-Appropriated Funds

LOCATION: Fitness Center, Washington Navy Yard

OPENED: 10 May 2010

CLOSES: Open Continuous

AREA OF CONSIDERATION: ALL SOURCES

Flexible (0 – 40 hours per week) No benefits offered

TO APPLY: Download forms on <https://www.cnic.navy.mil/ndw/Jobs/OpenPositions/index.htm>

Submit required forms OF-612 AND OF-306 to: Fleet and Family Readiness Program, Attn: HR Office, 47402 Buse Road - Bldg. 467, Patuxent River, MD 20670. *A résumé may be included with the required forms, but NOT in place the OF-612 and OF-306.* Direct inquiries to: 301-342-3603.

DUTIES AND RESPONSIBILITIES:

Plans, organizes, and conducts a physical fitness program that provides conditioning programs for authorized patrons. Instructs individuals and groups in the proper implementation and maintenance of conditioning and training programs for aerobic fitness, muscular fitness, body composition, and flexibility training. Instructs patrons in the proper use of all equipment for training and self-monitored progress by preparing written instruction and procedures for the performance of work, use of equipment, safety and well being of all involved. Works with various command representatives in developing and implementing physical fitness programs for military personnel. Responsible for care of equipment and security of facilities. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

A minimum of three years experience that demonstrates a working knowledge of the assigned program. A degree from an accredited college/university in a related field may be substituted for two years of experience. Must be able to learn MWR policies, rules and regulations involving the work area, and have the ability to communicate orally and in writing. Certification in CPR and First Aid is required.

SPECIAL REQUIREMENTS:

This position will require the potential to work during any of the following times: Monday thru Friday 0445 - 1915. Must be able to obtain access to base computer system, if applicable.

Visit our web site:

<https://www.cnic.navy.mil/ndw/Jobs/OpenPositions/index.htm>

Note: All applicants must address the qualification requirements on your resume/application. If all required qualifications are not cited on your resume/application you will be disqualified

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc. All selections are contingent upon the obtaining of satisfactory employment reference checks.

As a condition of employment, the selected individual will be required to participate in the Direct Deposit/Electronic Fund Transfer program.

Spouses of active duty military members of the Armed Forces may receive preference in hiring under this announcement if they are among the best qualified referred and are within reach of selection. Please clearly identify in your application that you are asking for spouse preference and submit a copy of current PCS orders. **Failure to submit current PCS orders with application will prevent spousal preference from being granted.**

The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact our Human Resource Office to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case by case basis.

Visit our web site:

<https://www.cnmc.navy.mil/ndw/Jobs/OpenPositions/index.htm>